



Change in Rate/Ratin g



RATING / RATE

- Change in Rating
 - A change in occupational skill w/out change in paygrade.
 - YN3 to PN3
 - BM3 to QM3
- Change in Rate
 - A change in Rating that is concurrent with advancement in rate.
 - YN2 to LN1



RATING / RATE

- Non - U.S. citizens are not eligible to change into rates that require access to classified information
- (Examples AC, AF AZ,MA, OS,)
- U.S. citizenship requirements may not be waived
- Member must obtain a citizenship status



ELIGIBILITY

Considerations:

Members Skill and Aptitudes.

Member must be prepared for this change in rating through correspondence courses or practical experiences.

- ASVAB Scores
- Related Skills



ELIGIBILITY

Considerations:

- Manning Levels

Active Duty- refer to Career Reenlistment

Drilling Reserve (CREO) - Objectives Enlisted Career Management Objectives (ECMO)



ACTIVE DUTY PERSONNEL

- E6 or below with less than 12 years AD
- Must be for undermanned rating
- Meet eligibility requirements for rating requested
- Must meet the minimum ASVAB
- Eligible in all respects for transfer



ACTIVE DUTY PERSONNEL

- Recommended by Commanding Officer
- SRB - not eligible until within nine months of the end of obligated service
- Have no NJP or convictions in civilian or military courts for past 18 months
- Must have served a minimum of 24 months in present rating



DRILLING RESERVE PERSONNEL

- Satisfactory drill participation
- E6 or below with less than 15 years of qualifying service for retirement
- Requestor must meet eligibility requirements for an "A" school required rating
 - Minimum ASVAB score
 - Required security clearance



DRILLING RESERVE PERSONNEL

- An available billet within the NRA must be located for the requested rating
- Recommended by Commanding Officer



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Lateral Conversion
- Command Administrative Action
 - Provided a valid billet exists on the Reserve Unit Assignment Document (RUAD):
 - **Naval Reserve Activity Commanding Officer is authorized to change the apprenticeship of non-designated strikers**
 - **May be authorized by the CO at the member's request**
 - **Completion of applicable correspondence courses**



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Via Formal school Training
 - Member may request a conversion via “A” or “C” school
 - Must meet pre-requisites and ASVAB
 - Must be eligible for transfer



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Direct Conversion
 - Individual may request a direct conversion from one rating to another, provided they are qualified for requested rating
 - Approval will be based on related skill
 - i.e. HT - DC, YN - PN



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Successful competition in a Navywide rating examination



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

In Service Training

- May request a change in rating when the opportunity to complete the qualifications for the desired rating exist within the command.
- Training is either on-the-job, self study or organized instruction within the command.



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Individuals approved for In-Service Training are authorized to participate in the rating examination for the new rating and pay grade currently held:
 - E4 - E6 will be authorized two examinations cycles to complete the rate conversion process
 - Must achieve a standard score of 37 or greater



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Individuals that fail to demonstrate progress or fail to complete the requirements within the authorized time period, will be terminated from In-Service status.
 - An extension of In-Service training for a period not to exceed one additional examination cycle may be requested



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Concurrent:
 - When member takes the exam from one rating to the next higher paygrade (i.e. YN2 to NC1) in another rating



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Forced Conversion:
 - Occasionally, circumstances require a forced change in rating or removal of striker designated due to:
 - Loss of security clearance
 - Disqualification in the Personal Reliability Program (PRP)
 - Physical/Mental restrictions



METHODS

FOR EFFECTING A CHANGE IN RATE/RATING

- Special Cases:
 - Certain ratings have no requirement for members in the lower paygrades and rely on inputs from other ratings to achieve and maintain required manning levels (i.e. NC, LN)



PROCEDURES

FOR REQUESTING A CHANGE IN RATING

- DRILLING RESERVE
 - All requests for change in rating through either Direct or In-Service training will be submitted to NPC via NRA and CNRF (N113)
 - Request for In-Service Training must be received by NPC NLT 15 JUN/15 DEC



PROCEDURES

FOR REQUESTING A CHANGE IN RATING

- Drilling Reserves
 - Submit a NAVPERS 1306/7 TO NPC via NRPC
- USN
 - Submit a NAVPERS 1306/7 to NPC



REVIEW AND SUMMARY

Any questions?